

Health Information Technology Exchange Advisory Committee

Executive Subcommittee Meeting Minutes

September 23, 2010

Executive Subcommittee members present: J. Robert Galvin, M.D., M.P.H., M.B.A., Thomas Agresta, M.D., Daniel Carmody, Peter Courtway, Mark Masselli, Lisa Boyle, J.D.

Others present: Meg Hooper, Marianne Horn, Jill Kentfield, Lynn Townshend, Warren Wollschlager

Dr. J. Robert Galvin, Commissioner of the Department of Public Health and subcommittee chair called the meeting to order at 1:45 PM.

After Commissioner Galvin's opening remarks, the group discussed the following issues regarding the transition of the health information exchange planning process from Connecticut Department of Public Health to the Health Information Technology Exchange of Connecticut (HITE-CT):

- 1) How to engage outside legal counsel
- 2) Indemnification of HITE-CT Board members against civil claims.
- 3) The possibility of having a person act as a full-time project director as the HITE-CT gets up and running and moves toward hiring a Chief Executive Officer (CEO).
- 4) The mechanisms for hiring a CEO for the HITE-CT

The group went into executive session to discuss proprietary information regarding the hiring of a CEO. This portion of the meeting lasted approximately 20 minutes.

Following the executive session, the group decided that the Executive Committee needed to review the CEO description as written by internal DPH staff. Lynn Townshend was asked to share the draft CEO description with the Executive Subcommittee members immediately following the meeting. It was also decided that there was an immediate need to engage outside legal counsel, and that a fair process for that would be developed to search for that individual or firm. Money to support the hiring of a legal counsel would come from leftover planning funds provided to DPH through its Cooperative Agreement with the Office of the National Coordinator (ONC).

There was no public comment. The meeting was dismissed at approximately 2:45 PM.